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Criteria for Vermont's first Project SEARCH site

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The Model

The Project SEARCH High School Transition Program is a unique, business led, one year school-to-work program that takes place entirely at the workplace. Total workplace immersion facilitates a seamless combination of classroom instruction, career exploration, and hands-on training through worksite rotations.



The History

Developed at Cincinnati Children's Hospital & Medical Center in 1996, based on the notion that a hospital is the ideal place to teach transferrable employment skills for a vast array of possible occupations. Students with intellectual disabilities were chosen for this project due to their low employment outcomes.



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The Goal

The goal for each participant is to learn specialized and transferable skills that lead to careers which require greater than entry level skills and offer higher earning potential than typically achieved. Project SEARCH provides real-life work experience combined with training in employability and independent living skills to help individuals with intellectual disabilities make successful transitions to employment.



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The Local Partners

- Education: Supervisory Union or School District, led by Special Education Director
- Developmental Disability Services designated agency or specialized services agency
- Vocational Rehabilitation
- Technical assistance provider: Lincoln Street Inc.
- Business



The Roles –

Partner	Personnel and Supports	Source of Funding
Education	Provide lead Instructor (special educator) curriculum, supplies and career coach (LEA would fund)	Funding for instructor and career coach is covered by tuitioning students (need 8-12 students to pay for instructor and career coach).
Developmental Disability Agency (Long-Term Service Provider)	Provide Project SEARCH coordinator Provide job coach and job development Provides long-term employment support for retention and career advancement	Possible sources: • DAIL Funding
Vocational Rehabilitation	Provide transition counselors for career counseling and participate in core team meetings	State/Federal funding
Business	Business Liaison (10% FTE); onsite classroom/training room; internships sites; hosting of some marketing events, such as open houses	In-Kind Human Resources
Lincoln Street Inc - Technical Assistance Provider	Provide state wide technical assistance and training	SPDG grant

The Business

A host business for Project SEARCH *ideally* has:

500+ employees or associates

A variety of departments to create a wide array of
internships

Easy access to a public transportation route

Project SEARCH is a natural match for the healthcare setting, however the model has been successfully replicated in universities, banks, public/private businesses and just recently, at the US Department of Education and the US Department of Labor.



The Components

1. The outcome of the program is competitive employment for each participant.
2. Collaboration: Project SEARCH is a partnership with support and resources from the Agency of Education, Vocational Rehabilitation, DAIL and a Designated or Specialized Services Agency. Program is business led.
3. The partners provide a consistent on-site staff in order to achieve a single point of entry.
4. Program focus is on serving young adults with (a variety of) developmental disabilities.
5. Braided funding is in place between the non-business partners.
6. There is total immersion of students and/or employees at the host business.
7. Partners will agree on the definition of employment and data will be collected on participants and employment outcomes using the Project SEARCH data base.
8. Project SEARCH graduates receive Follow Along services to retain employment.
9. Each site has a licensing agreement signed with Project SEARCH Cincinnati through Cincinnati Children's Hospital Medical Center.



The Criteria- For Education

Criteria	Description	Include in Letter of Interest
Special Education Director	Proven history of collaboration with interagency partners; ability to dedicate a special educator position and career coach position to this project.	Examples of interagency collaboration; articulate willingness to support a local planning team. Also show willingness to dedicate a special educator position to this project full time.
Access to Public transportation	Students and/or family commit to the student getting to the program. As much as possible students are expected to utilize public transportation.	State the transportation options within the SU and surrounding LEAs that may tuition in students to the PS site
An annual pool of eligible students	Chosen LEA will have data to show they have an average annual pool of 8-12 students who are eligible for DDS services and in their final year of high school, and are under 22	Include narrative paragraph outlining the number of eligible students over the past 4 years and any info you may have on future projections. Include tuitioning LEAs (outside of your LEA).
Chosen LEA must be within close proximity to business with 500 or more employees	It is expected that each student will access public transportation to the host business	Identify possible host businesses in your area and any existing partnerships you have with them. <u><i>Please do not contact the business yet. An implementation team will be negotiating for the site.</i></u>



The Criteria- For the local Developmental Services Agency

Criteria	Description	Include in Letter of Interest
DS Director	Strong overall leadership in developmental services program with demonstrated success providing supported employment and youth transition services.	Evidence of leadership and collaboration with community organizations, Voc. Rehab, schools, and other stakeholders with particular focus on youth transition in schools. Evidence of employment outcomes.
Intake Coordinator	Effective intake, needs assessment, and funding proposal processes that result in employment secured for students prior to graduation.	Describe the process used for youth transitioning into adult developmental services that includes collaboration with local schools, businesses and Voc. Rehab transition counselors. Evidence of ability to maximize fiscal resources through use of funding streams.
Supported Employment Program	Strong supported employment program with history of securing paid employment opportunities for transitioning youth. Ability to hire and mentor supported employment personnel. Ability to monitor work performance and document progress. Proven ability to work with families, businesses, and other agencies.	Evidence of employer and employee satisfaction with services provided to each individual served. Evidence of the promotion of collaborative relationships that are person centered and solutions based. Proven ability to work respectfully and effectively with individuals, families and staff. Describe collaboration with area businesses.



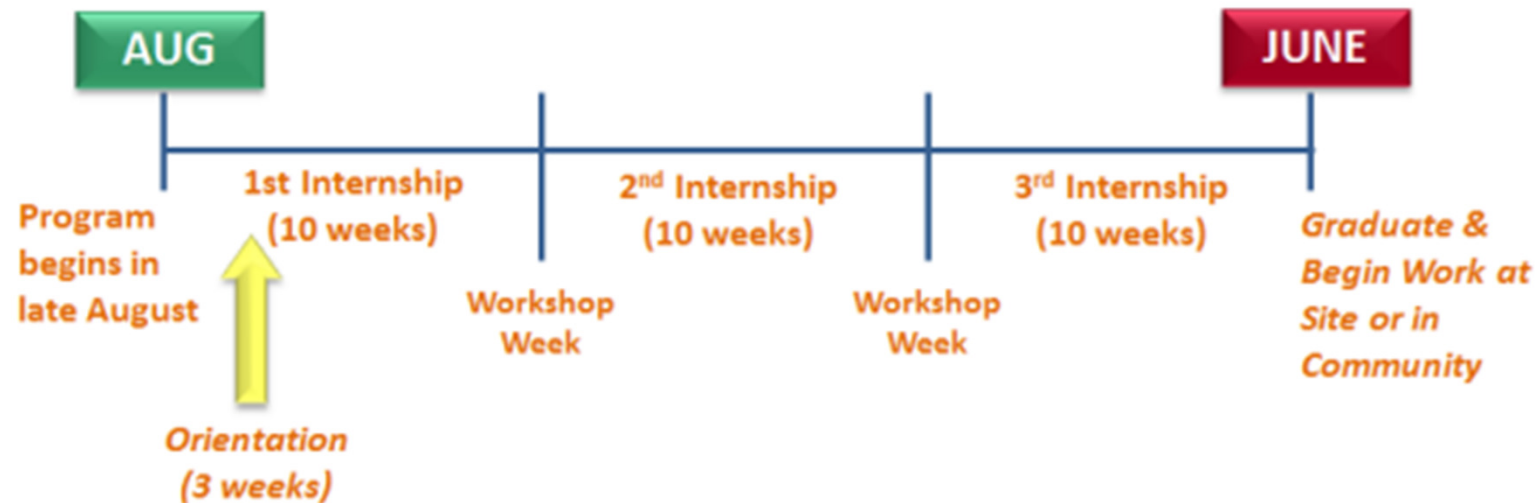
Timeline

May 2013	June 2013	July 2013	Aug 2013	Sept 2013	Oct 2013	Nov 2013	Dec 2013	Jan 2014	Feb 2014	Mar 2014	Apr 2014	May 2014	June 2014	July 2014	Aug 2014
mtg of TF on May 16	June 5 DS Dir. Mtg:	July 8 Letter of receipt to schools that sent letters of interest.	Aug 9 Burlington Location TBA Discussion with school(s) & Task Force. Decisions made, communication plan determined.	Sept 5 9-12 or Sept 10 12-3 Dates held for possible Task Force mtgs	Info Sessions @ schools for students & families	Info Session s continue		Latest date for business to be selected.		Teacher Interviews conducted	Teacher chosen	BAC recruited	Students & families meet to clarify expectations	Teacher starts & goes to Annual Conference	Teacher prepares classroom & start internships
Mtg w/ SpInt & SpEd Adm. May 24	June 20 Next Task mtg. Teleconf: updates	July 11 Task Force Mtg Review letters of interest.	Aug 19 Letter of interest applicants notified of chosen site.					Teachers Apply		Student Interviews conducted	Students Accepted.		BAC meets & begins work		Interview and select Job Coaches
May 28 post webinar	June 30 Deadline for letters of interest from schools	July 17-19 PS Annual Conference						. Students Apply							
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Timeline Continued

[illegible]

The Timeline (for students)



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